

## 2018 Current Fiscal Year Report: Manufactured Housing Concensus Committee

Report Run Date: 06/05/2019 03:08:12 PM

### 1. Department or Agency

Department of Housing and Urban Development

### 2. Fiscal Year

2018

### 3. Committee or Subcommittee

Manufactured Housing Concensus Committee

### 3b. GSA Committee No.

13874

### 4. Is this New During Fiscal Year?

No

### 5. Current Charter

10/06/2016

### 6. Expected Renewal Date

10/06/2018

### 7. Expected Term Date

### 8a. Was Terminated During Fiscal Year?

No

### 8b. Specific Termination Authority

### 8c. Actual Term Date

### 9. Agency Recommendation for Next Fiscal Year

Continue

### 10a. Legislation Req to Terminate?

Not Applicable

### 10b. Legislation Pending?

Not Applicable

### 11. Establishment Authority Statutory (Congress Created)

### 12. Specific Establishment Authority

Manufactured Housing Improvement Act of 2000, 42 U.S.C. 5401(a)(3)(a)

### 13. Effective Date

12/27/2000

### 14. Committee Type

Continuing

### 14c. Presidential?

No

### 15. Description of Committee Non Scientific Program Advisory Board

### 16a. Total Number of Reports

No Reports for this Fiscal Year

### 17a. Open Meetings and Dates 0 17b. Closed Meetings and Dates 0 17c. Partially Closed Meetings and Dates 0 Other Activities 0 17d. Total Meetings and Dates 0

No Meetings

### Current FY Next FY

### 18a(1). Personnel Pmts to Non-Federal Members

\$0.00 \$0.00

### 18a(2). Personnel Pmts to Federal Members

\$0.00 \$0.00

### 18a(3). Personnel Pmts to Federal Staff

\$0.00 \$0.00

### 18a(4). Personnel Pmts to Non-Member Consultants

\$0.00 \$0.00

### 18b(1). Travel and Per Diem to Non-Federal Members

\$0.00 \$0.00

### 18b(2). Travel and Per Diem to Federal Members

\$0.00 \$0.00

### 18b(3). Travel and Per Diem to Federal Staff

\$0.00 \$0.00

### 18b(4). Travel and Per Diem to Non-member Consultants

\$0.00 \$0.00

<b>18c. Other(rents,user charges, graphics, printing, mail, etc.)</b>	\$0.00	\$0.00
<b>18d. Total</b>	\$0.00	\$0.00
<b>19. Federal Staff Support Years (FTE)</b>	0.00	0.00

**20a. How does the Committee accomplish its purpose?**

The Consensus Committee accomplishes its purpose by providing periodic (not less than once during each 2-year period) recommendations to the Secretary to adopt, revise and interpret:(1) the Federal Manufactured Housing Construction and Safety Standards, and(2) the Manufactured Home Procedural and Enforcement Regulations

**20b. How does the Committee balance its membership?**

The MHCC, by its authorizing legislation, Manufactured Housing Improvement Act of 2000 (MHIA), is composed of 21 voting members and one non-voting Secretary's Representative, all appointed by the Secretary. Additional membership requirements derived from the authorizing legislation are recounted below. The voting membership is allocated equally to three categories: (1) Producers (2) Users and, (3) General Interest and Public Officials. While the foregoing mathematically balances the interests on the Committee, the MHIA goes further by specifically requiring balance in participation and prohibiting dominance through the following provisions: (E) BALANCING OF INTERESTS- (i) IN GENERAL- In order to achieve a proper balance of interests on the consensus committee, the Secretary, in appointing the members of the consensus committee-- (I) shall ensure that all directly and materially affected interests have the opportunity for fair and equitable participation without dominance by any single interest and (II) may reject the appointment of any one or more individuals in order to ensure that there is not dominance by any single interest. (ii) DOMINANCE DEFINED- In this subparagraph, the term dominance means a position or exercise of dominant authority, leadership, or influence by reason of superior leverage, strength, or representation. MHIA goes even further. MHIA prohibits a significant financial interest by a portion of the MHCC membership and imposes ...a ban disallowing compensation from the manufactured housing industry during the period of, and during the 1-year following, the membership of the individual on the consensus committee. The foregoing statutory provision, in addition to Federal Advisory Committee Act (FACA) provisions and General Services Administration's (GSA) implementing regulations provides a bedrock foundation for assuring that the MHCC is not only balanced in membership but also exhibits organization behavior that is consistent with the foregoing laws. HUD takes these matters seriously. It seeks nominees from a wide range of sources, randomly conduct audits to assure that the participation mandate is met, distributes the various interests among subcommittees and ensures that HUD-sourced MHCC resources are distributed and available to all interest categories and members.

## **20c. How frequent and relevant are the Committee Meetings?**

There were no committee meetings in 2017, because all logs items were addressed and voted on by the committee during the two 2016 full committee meetings. The committee functions under a 2-year review period. The committee will begin reviewing proposed changes submitted from the public for the 2018 - 2019 review period. The committee typically has at least one face-to-face meeting and several sub-committees and task force meetings during the review period.

## **20d. Why can't the advice or information this committee provides be obtained elsewhere?**

The MHCC is mandated and established under the authority of Section 604(a) of the Manufactured Housing Construction and Safety Standards Act of 1974 (the Act), 42 U.S.C. 5401 et seq.

## **20e. Why is it necessary to close and/or partially closed committee meetings?**

Meetings are always open to the public; a requirement of the authorizing legislation.

## **21. Remarks**

There were no committee meetings in 2017, because all logs items were addressed and voted on by the committee during the two 2016 full committee meetings. There was also on-going support provided to the MHCC in preparation for a full face-to-face committee meeting scheduled for April 2018. The Administering Organization (AO) conducted outreach for new members; provided recommendations to HUD for appointments and re-appointments, reviewed, managed, and organized all documents that will be assigned to the full committee or subcommittees during the meeting in April 2018.

## **Designated Federal Officer**

Teresa B Payne DFO

<b>Committee Members</b>	<b>Start</b>	<b>End</b>	<b>Occupation</b>	<b>Member Designation</b>
Anderson, David	01/01/2017	01/31/2019	Executive Director, NMHOA	Representative Member
Anderson, Joseph	01/28/2015	12/31/2017	President, Timberland Mobile Housing, LLC	Representative Member
Blake, Debra	01/01/2016	12/31/2018	Assistant Deputy Director, Arizona Department of Housing	Representative Member
Brammer, Luca	01/01/2017	12/31/2019	President, Hallmark Southwest Corporation	Representative Member
Colley, William	01/01/2017	12/31/2019	Assistant Administrator, Alabama Manufactured Housing Commission	Representative Member
Demitrus, James	01/28/2015	12/31/2017	Engineer	Representative Member

Dibble, Loretta	06/28/2016	12/31/2018	National Manufactured Homeowners Association - Board Member and Regional VP; Manufactured Homeowner	Representative Member
Frisina, Dominic	01/01/2016	12/31/2018	RoMar Homes Inc; retailer of HUD homes, a licensed installer, mortgage originator	Representative Member
Husom, James	01/01/2017	12/31/2019	President & CEO, PFS TECO Corporation	Representative Member
Miller, Garold	01/01/2016	12/31/2018	Manager Ricciardi Bros. Paint Inc Ricciardi Bros. Paint Inc; Board member National Manufactured Homeowners Assoc	Representative Member
Mireau, DeAnna	01/01/2017	12/31/2019	Self Employed	Representative Member
Nolan, Richard	01/01/2016	12/31/2018	Vice President, Director of DAPIA Services, HWC	Representative Member
O'Leary, Timothy	01/01/2016	12/31/2018	Senior Energy Specialist	Representative Member
Oglesby, Sean	01/01/2017	12/31/2019	Professional Engineer, Scotbilt Homes	Representative Member
Parks, Kylin	01/01/2017	12/31/2019	HOA Property Manager	Representative Member
Roy, Robin	01/29/2015	12/31/2017	Director of Building Energy and Clean Energy Strategy	Representative Member
Sadler, Joseph	05/07/2015	12/31/2017	North Carolina Dept. of Insurance/Office of the State Fire Marshal/Manufactured	Representative Member
Spencer, Alan	01/01/2016	12/31/2018	President CAJ Enterprises Inc	Representative Member
Standish, Myles	01/01/2016	12/31/2018	CEO Kit HomeBuilders West, LLC	Representative Member
Weldy, John	01/29/2015	12/31/2017	P.E., Clayton Homes	Representative Member
Brammer, Luca [General]	01/01/2017	12/31/2019	President, Hallmark Southwest Corporation	Representative Member
Frisina, Dominic [General]	01/01/2016	12/31/2018	RoMar Homes, Inc; Retailor of HUD Homes; Licensed Installer	Representative Member
Miller, Garold [General]	01/01/2016	12/31/2018	Manager Ricciardi Bros. Paint Inc Ricciardi Bros. Paint Inc; Board member National Manufactured Homeowners Assoc	Representative Member
Mireau, DeAnna [General]	01/01/2017	12/31/2019	Self Employed	Representative Member
Nolan, Richard [General]	01/01/2016	12/31/2018	Vice President, Director of DAPIA Services, HWC	Representative Member
Parks, Kylin [General]	01/01/2017	12/31/2019	Homeowners Association Property Manager	Representative Member
Sadler, Joesph [General]	05/07/2015	12/31/2017	North Carolina Dept. of Insurance/Office of the State Fire Marshal/Manufactured	Representative Member
Standish, Myles [General]	01/01/2016	12/31/2018	CEO, Kit Homebuilder West LLC	Representative Member
Anderson, Dave [Regulatory Enforcement]	01/01/2017	12/31/2019	Executive, National Manufactured Homeowners Association	Representative Member
Anderson, Joseph [Regulatory Enforcement]	01/28/2015	12/31/2017	President, Timberland Mobile Housing, LLC	Representative Member
Blake, Debra [Regulatory Enforcement]	01/01/2016	12/31/2018	Assistant Deputy Director, Arizona Department of Housing	Representative Member
Demitrus, James [Regulatory Enforcement]	01/28/2015	12/31/2017	Engineer	Representative Member
Dibble, Loretta [Regulatory Enforcement]	06/27/2016	12/31/2018	National Manufactured Housing Homeowner Association	Representative Member

Husom, James [Regulatory Enforcement]	01/01/2017 12/31/2019	President & CEO, PFS TECO Corporation	Representative Member
O'Leary, Timothy [Regulatory Enforcement]	01/01/2016 12/31/2018	Retired	Representative Member
Oglesby, Sean [Regulatory Enforcement]	01/01/2017 12/31/2019	Professional Engineer, Scotbilt Housing Corp.	Representative Member
Roy, Robin [Regulatory Enforcement]	01/29/2015 12/31/2017	Director of Building Energy and Clean Energy Strategy	Representative Member
Spencer, Alan [Regulatory Enforcement]	01/01/2016 12/31/2018	President, CAJ Enterprises	Representative Member
Anderson, Dave [Technical Structure and Design]	01/01/2017 12/31/2019	Executive Director, National Manufactured Homeowners Association	Representative Member
Colley, William [Technical Structure and Design]	01/01/2017 12/31/2019	Assistant Administrator, Alabama Manufactured Housing Commission	Representative Member
Dibble, Loretta [Technical Structure and Design]	06/27/2016 12/31/2018	National Manufactured Homeowners Association - Board Member and Regional VP; Manufactured Homeowner	Representative Member
Frisina, Dominic [Technical Structure and Design]	01/01/2016 12/31/2018	RoMar Homes Inc; retailer of HUD homes, a licensed installer, mortgage originator	Representative Member
Husom, James [Technical Structure and Design]	01/01/2017 12/31/2019	President & CEO, PFS TECO Corporation	Representative Member
Mireau, DeAnna [Technical Structure and Design]	01/01/2017 12/31/2019	Self Employed	Representative Member
Nolan, Richard [Technical Structure and Design]	01/01/2016 12/31/2018	Vice President, Director of DAPIA Services, HWC	Representative Member
Oglesby, Sean [Technical Structure and Design]	01/01/2017 12/31/2019	Professional Engineer, Scotbilt Homes	Representative Member
Parks, Kylin [Technical Structure and Design]	01/01/2017 12/31/2019	HOA Property Manage	Representative Member
Sadler, Joe [Technical Structure and Design]	05/07/2015 12/31/2017	North Carolina Dept. of Insurance/Office of the State Fire Marshal/Manufactured	Representative Member
Standish, Myles [Technical Structure and Design]	01/01/2016 12/31/2018	CEO Kit Homebuilders West, LLC	Representative Member
Weldy, John [Technical Structure and Design]	01/01/2016 12/31/2018	PE	Representative Member
Anderson, Joseph [Technical Systems]	01/29/2015 12/31/2017	President, Timberland Mobile Housing, LLC	Representative Member
Blake, Debra [Technical Systems]	01/01/2016 12/31/2018	Assistant Deputy Director, Arizona Department of Housing	Representative Member
Brammer, Luca [Technical Systems]	01/01/2017 12/31/2019	President, Hallmark Southwest Corporation	Representative Member
Colley, William [Technical Systems]	01/01/2017 12/31/2019	Assistant Administrator, Alabama Manufactured hou	Representative Member
Demitrus, James [Technical Systems]	01/29/2015 12/31/2017	Engineer	Representative Member
Miller, Garold [Technical Systems]	01/01/2016 12/31/2018	Manager Ricciardi Bros. Paint Inc; Board member National Manufactured Homeowners Assoc	Representative Member
O'Leary, Timothy [Technical Systems]	01/01/2016 12/31/2018	Senior Energy Specialist	Representative Member
Roy, Robin [Technical Systems]	01/29/2015 12/31/2017	Director of Building Energy and Clean Energy Strategy	Representative Member
Spencer, Alan [Technical Systems]	01/01/2016 12/31/2018	President, CAJ Enterprises	Representative Member

**Number of Committee Members Listed: 59**

### **Narrative Description**

The MHCC provides periodic recommendations to the Secretary to adopt, revise, and interpret the Federal manufactured housing construction and safety standards, and interpret the procedural and enforcement regulations, including regulations specifying the permissible scope and conduct of monitoring.

### **What are the most significant program outcomes associated with this committee?**

Checked if Applies

Improvements to health or safety	<input checked="" type="checkbox"/>
Trust in government	<input checked="" type="checkbox"/>
Major policy changes	<input type="checkbox"/>
Advance in scientific research	<input type="checkbox"/>
Effective grant making	<input type="checkbox"/>
Improved service delivery	<input type="checkbox"/>
Increased customer satisfaction	<input checked="" type="checkbox"/>
Implementation of laws or regulatory requirements	<input checked="" type="checkbox"/>
Other	<input type="checkbox"/>

### **Outcome Comments**

NA

### **What are the cost savings associated with this committee?**

Checked if Applies

None	<input checked="" type="checkbox"/>
Unable to Determine	<input type="checkbox"/>
Under \$100,000	<input type="checkbox"/>
\$100,000 - \$500,000	<input type="checkbox"/>
\$500,001 - \$1,000,000	<input type="checkbox"/>
\$1,000,001 - \$5,000,000	<input type="checkbox"/>
\$5,000,001 - \$10,000,000	<input type="checkbox"/>
Over \$10,000,000	<input type="checkbox"/>
Cost Savings Other	<input type="checkbox"/>

### **Cost Savings Comments**

NA

**What is the approximate Number of recommendations produced by this committee for the life of the committee?**

## Number of Recommendations Comments

Log 78 – 3280.304(a) Materials: Adjustment of moisture content requirements for exterior lumber. Log 80 - 3280.406 Air chamber test methods: Air chamber test methods for certification and qualification of formaldehyde emission levels. Log 87 - 3280.112 Hallways: Increasing hallway width. Log 88 - 3280.715 Circulating air systems: Air duct and connectors located within 3'-0" of the furnace discharge must be rated to withstand maximum discharge temperature of the equipment. Log 89 - 3282.8 (g) Recreational vehicles: RV definition change. Log 90 - 3285.2(c)(1)(ii) Variations to manufacturer installation instructions: Eliminate requirement for manufacturer's approval of alternative installation instructions. Log 91 - 3280.603(b)(4)(ii) General requirements: Revise listing and certification requirements for heat tape. Log 92 - 3280.709(a) Installation of appliances: Delete requirement for appliance manufacturer instructions to be attached to the appliance. Log 93 - 3280.709(g) Installation of appliances and 3285.503(b) Optional appliances: Residential listing and certification requirements for fireplaces and fireplace stoves. Log 94 - 3280.707(a) Heat producing appliances: Revise listing and certification requirements for heat producing appliances. Log 95 – 3280.103 definitions: Ventilation definitions and testing requirements. Log 96 - 3280.2 Definitions: Develop Manufactured Home Construction and Safety Standards for homes under 320 square feet. Log 97 - 3280.707 Heat producing appliances: Permit use of non-fuel burning appliances. Log 98 - 3280-307 Resistance to elements and use: Require a water resistive barrier behind exterior wall coverings. Log 99 - 3282.8(g) Applicability: Recreational vehicle definition change. Log 100 – 3280.204 Kitchen Cabinet protection: Permit use of finish materials to be applied to range hood. Log 101 - 3280 .611(c) Vents and venting: Permit greater distances from fixture trap to vent. Log 102 - 3280.105 Exit facilities exterior doors: Exit door requirements for manufactured homes with an attached garage. Log 103 – 3280.808(k) Wiring methods and materials: Listing requirements for outdoor or under-chassis line-voltage wiring. Log 104 - 3285.5 Definitions and 3285.801 Exterior close-up: Peak cap and peak flip assembly. Log 105 - 3282.8(g) Recreational Vehicle definition: Include requirements for porches and roof overhangs in the definition of a recreational vehicle. Log 106 - 3282.362 Certification labels: IPIA to continuously provide manufacturers with a supply of certification labels. Log 107 - 3280.2 Definitions: Editorial modification to definition for certification labels. Log 108 - 3280.607 Plumbing fixtures: Include provisions for accessible shower or bath tub. Log 109 - 3280.210 Fire safety requirements: Mandatory requirements for residential sprinkler systems, carbon monoxide detectors, and interconnection of smoke alarms. Log 110 - 3280.211 Flood resistant construction: Add requirements for flood resistant construction of manufactured homes per section R322 of the International Residential Code. Log 111 - 3280.2 Definitions;

3280.105 Exit facilities, 3280.205 Fire blocking: Exit facilities for multifamily use construction. Log 112 - 3280.4(b) Incorporation by reference: Updating name and address of ARI to AHRI. Log 113 - 3280.4(b)(1) Incorporation by reference: Unitary Air-Conditioning & Air-Source Heat Pump Equipment Standard update. Log 114 - 3280.4(i)(20) Incorporation by reference: Gas-Fired Central Furnace Standard update. Log 115 - 3280.4(ff)(21) Incorporation by reference: Heating and Cooling Equipment Standard update. Log 116 - 3280.4(aa)(2) Incorporation by reference: National Fuel Gas Code update. Log 117 - 3280.4(aa)(5) Incorporation by reference: Warm Air Heating and Air Conditioning Systems update. Log 118 - 3280.4 Incorporation by reference and 3280.703 Minimum standards: Safety of Household and Similar Electrical Appliances standard update. Log 119 - 3280.508(b) Heat loss, heat gain and cooling load calculations: Incorporation by Reference of ACCA Manual J and ASHRAE Handbook of Fundamentals update. Log 120 - 3280.508(b) Heat loss, heat gain and cooling load calculations: ASHRAE Handbook of Fundamentals update. Log 121 - 3280.508(d) Heat loss, heat gain and cooling load calculations: High efficiency heating and cooling equipment credit. Log 122 - 3280.511(a)(1) Comfort cooling certificate and information: Incorporation by Reference of ACCA Manual J and ASHRAE Handbook of Fundamentals update. Log 123 - 3280.511(a)(2) Comfort Cooling Certificate Alternative 2: Change reference to nominal air flow in CFM at 0.3 static pressure. Log 124 - 3280.714(a)(1)(ii) Appliances, cooling: Heat pump requirements deleted due to conflict with Federal Standards. Log 125 - 3280.714(a)(1)(iii) Appliances, cooling: Minimum COP requirement at various temperatures. Log 126 - 3280.715(a)(3)(ii) Circulating air systems: Units change for supply duct system. Log 127 - 3280.607(b)(3)(v) Tub and Shower compartments: Require instructions to be provided for field adjustment of mixing valves. Log 128 - 3280.211 Multi-unit Dwellings: Add new requirements for multi-unit dwellings. Log 129 - 3280.4 Incorporate by reference: Wood and wood product standards and references. Log 130 - 3280.105(a)(2)(i) Exit facilities; Exterior doors: Deletes requirements prohibiting exterior exit doors from being the same room or group of rooms. Log 131 - 3280.305(k)(2) Structural Design Requirements: Attic area requirements. Log 132 - 3285.2 Variations to Manufacturer Installation Instructions: Eliminates redundant approvals by the manufacturer and DAPIA. Log 133 - 3280.4 Referenced Standards: Utilization of components and materials not referenced. Log 134 - 3280.304(b)(1) Materials: Specification for Structural Steel Buildings Standard update. Log 135 - 3285.603 Water supply testing: Permits water supply piping to be tested in accordance with piping manufacturer's instructions. Log 136 - 3286.205 (d) Prerequisites for installation license: Insurance coverage, surety bonds or irrevocable letter of credit. Log 137 - 3286.207 (d) Process for obtaining installation license: Proof of surety bond , insurance or irrevocable letter of credit. Log 138 - 3286.209 (8) (vi) Denial, suspension, or revocation of installation license: Failure to maintain surety bond or insurance or irrevocable letter of credit may



result in suspension or revocation of an installers license. Log 139 - 3280.4 Reference Standard: Various reference standard updates. Log 140 - 3280.404, 3280.405 Requirement for Windows, Egress Windows, and Doors: Updates and revises requirements for standards and certification of windows, egress windows and exterior doors. Log 141 - 3286.409 Obtaining inspections: Failure to obtain inspections within 10 days does not invalidate sales contract. Log 142 - 3286.103 DAPIA-approved installation instructions: design and instructions to a purchaser or a lessee. Log 143 - 3280.711 Appliance instructions: A permanent Quick Response (QR) Code may be provided for an appliance in lieu of providing written operating instructions for the appliance. Log 144 - 3280.304 (b)(1) Materials: Fasteners standards update. Log 145 - 3280.5(i) Data plate: Adding "TSCA Title VI Compliant" to the manufacturer's data plate for consistency with EPA 's Formaldehyde Standards.

**What is the approximate Percentage of these recommendations that have been or will be Fully implemented by the agency?**

75%

**% of Recommendations Fully Implemented Comments**

NA

**What is the approximate Percentage of these recommendations that have been or will be Partially implemented by the agency?**

6%

**% of Recommendations Partially Implemented Comments**

Not Applicable

**Does the agency provide the committee with feedback regarding actions taken to implement recommendations or advice offered?**

Yes ☒ No ☐ Not Applicable ☐

**Agency Feedback Comments**

The authorizing legislation specifies a process of proposal and counter-proposal that assures communication between the Department and the committee.

**What other actions has the agency taken as a result of the committee's advice or recommendation?**

Reorganized Priorities

Checked if Applies

☐

Reallocated resources	<input type="checkbox"/>
Issued new regulation	<input checked="" type="checkbox"/>
Proposed legislation	<input type="checkbox"/>
Approved grants or other payments	<input type="checkbox"/>
Other	<input type="checkbox"/>

### **Action Comments**

NA

### **Is the Committee engaged in the review of applications for grants?**

No

### **Grant Review Comments**

NA

### **How is access provided to the information for the Committee's documentation?**

Checked if Applies

Contact DFO	<input checked="" type="checkbox"/>
Online Agency Web Site	<input checked="" type="checkbox"/>
Online Committee Web Site	<input checked="" type="checkbox"/>
Online GSA FACA Web Site	<input checked="" type="checkbox"/>
Publications	<input type="checkbox"/>
Other	<input type="checkbox"/>

### **Access Comments**

N/A